CBESS

Emergency Response Management Plan

Document ID: 201074-SE-PLN-0002

Authority

	Title	Name	Date
Owner	Project Manager	David Gray	22/04/2024
Reviewer	HSEQ Manager	Mike Bentley	22/04/2024
Approver	Project Manager	David Gray	22/04/2024

History

Revision	Date	Amended By (Name)	Details of Amendment
A	22/04/2024	Mike Bentley	Draft Document
B	23/05/2024	Mike Bentley	Edited after client review
C	23/06/2024	Mike Bentley	Minor Changes
0	02/09/2024	Mike Bentley	Minor Changes following client review, addition of Damstra system, evacuation siren.
1	24/09/2024	Aled Evans	Evacuation procedure revision
2	12/12/2024	Mike Bentley	Bushfire and general review after emergency drill
3	06/05/2025	Aled Evans	Evacuation details, siren & map updates
4	30/07/2025	Aled Evans	Evacuation Map Updates
5	01/08/2025	Tess Guinness	Minor Changes

Table of Contents

1 Introduction

Emergency response planning is about being prepared for events or incidents that stretch our ability to cope beyond our normal day-to-day capacity. While an emergency event can be devastating, by preparing as much as possible we can reduce its impact and speed the recovery process. In some cases, being prepared can help prevent an emergency turning into another kind of crisis. Planning may not consider unforeseen events, but it will better prepare an organisation to meet an unforeseen event.

2 Purpose

The SCEE Electrical Emergency Response Management Plan for the project has been developed to ensure an immediate and efficient response to an emergency on site, whilst minimizing its effects on SCEE employees, visitors, contractors, equipment and client.

This plan does not guarantee automatic control of every emergency; however, the procedures are simple, direct and give priority to the safety of employees, contractors and visitors to the SCEE Project.

Incidents that may necessitate emergency response, are:

- Fire, Bushfire, Earthquake, Flood, Severe Weather, Storm Damage, Explosion
- Hazardous Materials Incident (chemical, toxic emission, thermal runaway of battery module)
- Physical injury, medical event
- Transport Accident, Building Instability
- Event involving contact with live electricity
- Mobile plant related event
- Bomb Threat, Building Invasion, Armed Intrusion, Civil Disorder, Terrorism
- Collie Power Station event

Adherence to this framework is intended to:

- Avoid or minimise loss of life and property
- Ensure any emergency can be effectively dealt with, within the capability and competency of personnel involved
- Support a prompt response to any emergency
- Direct key people to act on specific tasks and provide direction
- Provide response mechanisms that support business continuity during/after an emergency

Emergencies on site will be handled locally by SCEE, with referral to local Collie emergency response services as required. The emergency response contact numbers are listed later in this document. The site medic is located at the medic's office adjacent to the boom gates.

3 General Overview

Specific procedures have been developed within this Emergency Response Management Plan (ERMP) to address various emergency scenarios, including medical emergencies, work-front incidents, environmental or chemical spills, and fire or explosion emergencies. These procedures necessitate the cooperation and assistance of all personnel to minimise their potential impact on life and property.

This Emergency Response Management Plan will be reviewed periodically, and the results of scenario-based emergency and evacuation drills used to identify and correct any deficiencies in the plan. Schedule set out in Appendix F – Emergency Drill Schedule.

This Plan has been designed to cover a broad range of emergencies and complies with Australian Standard AS 3745 - Planning for Emergencies in Facilities. It has been developed based on emergency scenarios identified during the Construction Risk Assessment Workshop.

This plan does not cover general first aid or low-level incident reporting processes, as these are addressed in the Project Safety Management Plan, which is displayed on crib hut and office walls. Non-emergency injury management is also addressed in the Safety Management Plan and falls outside the scope of this document.

3.1 Emergency Resources and Response

Resources at Collie Hospital have been assessed to determine their capabilities and capacity. The hospital operates a 24-hour emergency department and has an on-call doctor for times when one is not on site. In addition, there is a hospital in Bunbury, and rescue helicopter access is available via St John Ambulance. It is assumed that the attending ambulance personnel will determine which emergency hospital to access during an incident.

There is a St John Ambulance depot located in Collie, as well as a volunteer fire brigade. Travel time is estimated at 15–20 minutes, with response time dependent on case load and traffic conditions at the time.

There is currently no on-site Emergency Response Team (ERT) at CBESS or the Collie Power Station. The nearest ERT is located at Muja, approximately 20 minutes away.

3.2 Plan Review and Compliance

This Plan may be audited periodically to ensure compliance with relevant Australian Standards. The contents of the Plan shall be reviewed every twelve (12) months, and/or when there are:

- Changes in emergency response personnel
- Changes in project scope that introduce additional hazards or new types of potential emergencies.

4 Definitions

Shall	A mandatory requirement
Should	An advisory requirement that is to be met where practicable
Area Wardens	Person(s) appointed to assist in managing the emergency response procedures for work areas and report to the Chief Warden.
Chief Warden	Person selected to head the ECO
CPS	Collie Power Station
Deputy	Person selected to support an ECO role and assume the responsibility of the role in the absence of the nominated person.
Disabled Person	Persons having either temporary or permanent physical, intellectual, visual or auditory functional limitations or impairments.
ECO	Emergency Control Organisation. A group of people nominated to implement the Emergency Response procedures.
Emergency	Any event (internal or external) which may adversely affect persons, company or the community which requires an immediate response.
IMT	Incident Management Team
ERT	Emergency Response Team

5 Communication

This Plan shall be communicated and made available to all personnel who may be affected by a crisis or emergency occurring at this Project. Communication of the Plan shall be integrated into the following:

- Health and Safety induction for new employees
- Training delivered to the Emergency Control Organisation (Wardens)
- Training delivered to the Emergency Management Team and Incident Management Teams

By integrating this Plan into these critical communication channels, we aim to foster a culture of preparedness and ensure that all personnel are equipped to respond effectively and efficiently in the event of a crisis or emergency.

The plan shall be communicated to Collie Power Station through the Synergy CBESS team, as CPS arrangements may be required to exit the site, and similarly, CBESS emergencies may impact CPS works or personnel. It will be accessible to all site personnel via the document portal.

6 Emergency Control Organisation (ECO) – SCEE Electrical

The ECO has been established to deal with all emergency incidents that may affect the health, safety or wellbeing of workers at SCEE's Projects. The ECO is comprised of a Chief and Deputy Chief Warden and several Area Wardens sourced from the project.

The Emergency Control Organisation (ECO) consists of:

- Chief Warden – SCEE Project Manager or delegate
- Area Wardens – Warden numbers shall be sufficient to cover both swings on a back-to-back basis and be nominated for each major office and stores area, this includes wardens for contractors and client
- Site Medic – Medic onsite at the time of the emergency
- Security – Security Officer on site at time of the emergency

The responsibilities of the Emergency Control Organisation during an Emergency include:

- Conducting an orderly evacuation of the building occupants, including visitors to a safe assembly area
- Assist external Emergency Response Teams (ERT) or emergency services personnel where required
- Operate portable firefighting equipment or fire hose reels in the building if it safe to do so

6.1 Emergency Response Personnel Identification

During any emergency, it is essential that both occupants and Emergency Services can identify wardens. The Chief Warden and Area Wardens shall wear appropriately coloured helmets and high-visibility vests for clear identification:

- Chief Warden / Deputy Chief Warden - Red helmet and orange vest
- Area Wardens - Yellow helmet and orange vest

A warden register shall be maintained as part of this plan and displayed on the walls of offices and crib rooms.

6.2 Primary Roles and Responsibilities

The primary role of members of the ECO is to ensure that the protection of life takes precedence over asset protection. Each officer in the ECO shall have clearly defined duties and responsibilities, as follows:

On becoming aware of an emergency, the Chief Warden shall:

- Ascertain the nature of the emergency and determine appropriate action
- Ensure that the Emergency Services have been notified
- Ensure that area wardens are advised of the situation
- Ensure there are no current maintenance works taking place that can cause an issue to the exits or evacuation plan
- If necessary, initiate evacuation and control entry to the affected areas
- Ensure the progress of the evacuation and any action taken is recorded
- Assess if persons are unaccounted for and coordinate any missing persons search as required

- Brief the emergency personnel upon arrival on type, scope and location of the emergency and the status of the evacuation.
- When safe, issue "All Clear" as approved by emergency services to commence work again

The Deputy Chief Warden shall assume the duties of the Chief Warden when the Chief Warden is not on site.

Area Wardens shall:

- Assist the Chief Warden
- Alert the Switchyard Area Warden(s) for siren activation in the event of an emergency
- Activate the emergency siren (Switchyard Area Wardens)
- Instruct and ensure all personnel exit operational buildings and areas and commence along the evacuation routes to the muster point. Area wardens shall only leave the operational areas once they are certain all personnel have evacuated; they will be the "last person out"
- Obtain daily Damstra site entrance log sheets from site admin, take to the muster points and hand to field supervisors for roll call
- Obtain completed roll calls from field supervisors (uses radio/phone to call other muster points and supervisors where required) and hand to the Chief Warden
- Obey all directives from the chief warden

Field Supervisors shall:

- Direct all personnel in their area of work to cease work if required, make their work area safe if time permits and move to the closest safe muster point. Supervisors shall clear all personnel from work areas regardless of who the personnel work for.
- Check area of responsibility is clear of personnel
- Report to muster point and muster work crew if required
- Report muster point attendance to area warden by radio/phone
- Obey all directives from the chief warden

Visitor Escorts shall:

- Take visitors to the muster points
- Report to area warden/field supervisor at the muster points

Site Medic shall:

- Stay in medic office unless directly under threat
- Monitor Channel 39, switch to Channel 37 upon notification of emergency
- Assist with advice or treatment as required
- Attend muster points with first aid supplies to assist with injury treatment.

Site Security shall:

Commented [BS1]: Is this the right way around? Is 39 not the emergency channel?

Commented [AE2R1]: It's the right way round - Medic monitors channel 39. Emergency will be called on this channel

- Initiate a lockdown of the site if required
- Control boom gates to enable evacuation of personnel or to restrict re-entry to site.

6.3 First Aider Responsibilities

Employees trained in first aid shall be available at the assembly area. Upon notification of an evacuation, the Site Medic will bring a first aid kit to the assembly area- unless they are attending to injuries elsewhere. In such cases, a designated site first aider shall be contacted to report to the assembly area.

This arrangement ensures that medical emergencies can be appropriately managed, and first aid administered to any casualties as needed. All casualties will be referred to the Site Medic in accordance with established procedures.

Emergency eyewash stations shall be provided wherever hazardous materials are used, and their locations shall be clearly communicated to all personnel. These stations shall be easily accessible and always maintained in proper working condition.

Commented [TG3]: Reworded so it doesn't say that emergency eyewash stations are kept at every works area using haz chems

All project first aiders shall be clearly identified on signage located in office areas and crib huts.

6.4 Fire Fighting Equipment Use Responsibilities

SCEE staff trained in the use of firefighting equipment may be directed by the Chief Warden to combat a fire, but only if it is safe to do so. At certain stages of the project, water trucks equipped with water cannons- primarily used for civil works – may be present on site and available for firefighting purposes if needed.

No personnel are expected to remain on site to fight a fire if an evacuation has been called or if they feel unsafe.

7 Education and Training

The following education and training needs have been identified to ensure emergency preparedness and response.

7.1 General Evacuation Training

All employees shall undertake general evacuation training. This training shall inform employees of their roles and responsibilities in the event of a fire or emergency. Initial training shall be included as part of the employee induction program.

7.2 Emergency Response Personnel Training

All appointed emergency response personnel shall complete the CBESS Emergency Response Warden Training Module (PowerPoint presentation). This will be followed by a group or instructor-led session to reinforce the roles and responsibilities of wardens.

7.3 First Aid Training

All SCEE First Aiders, along with the Chief and Area Wardens, shall hold a qualification in HLTAID003 Provide First Aid, as specified in SCEE-TR-TD-GUI-0001 SCEE Global Training Needs Analysis.

7.4 Fire Fighting Equipment Use Training

If additional training is required for SCEE personnel in the use of firefighting equipment, once fixed-site fire equipment (such as tanks and hydrants) becomes operational, this will be provided. However, as fire hydrants are typically operated by the Department of Fire and Emergency Services (DFES), their use does not generally fall within the responsibilities of SCEE personnel.

Commented [MB4]: Move to the next section

Commented [TG5R4]: Done

Refer SCEE-TR-TD GUI-0001 SCEE Global Training Needs Analysis

8 Emergency and First Aid Equipment Locations, Inspections, Testing and Maintenance

The suitability, location, and accessibility of emergency equipment – such as fire extinguishers, first aid facilities, emergency communication systems, and signage – shall be assessed by a competent person to ensure compliance with relevant legislation and applicable Codes of Practice.

The definition of a competent person is provided in SCEE-BS-HS-PRO-0029 Medical Services and First Aid.

Qualified emergency wardens and first aiders (refer to SCEE-TR-TD-GUI-0001 SCEE Global TNA) shall inspect, test, and maintain site emergency and first aid equipment to ensure its availability, suitability for use, and quality.

An Emergency Response and First Aid Equipment Register shall be developed and maintained at the site level within the SCEE-BS-HS-TEM-0065 SCEE Electrical HSE Master Register. Inspections shall be conducted at least every six months, as scheduled within Appendix F – Emergency Drill Schedule, to ensure all equipment is properly maintained and up to date.

Refer SCEE-BS-HS-PRO-0029 Medical Services and First Aid.

SCEE-BS-HS-WIN-0025 First Aid Risk Assessment

9 Emergency Drills

Emergency scenario drills shall be conducted by the Chief Warden to test a range of potential emergency situations identified for the project. These drills are essential for assessing preparedness and response capabilities.

9.1 Scheduling and Review

The Project Emergency Practice Drill Schedule shall be reviewed and updated following each Project Risk Register review, if:

- New emergency scenarios are identified.
- The project scope changes, increasing or decreasing the level of risk.

Drills shall be conducted at least every six months. Schedule set out in Appendix F – Emergency Drill Schedule.

9.2 Post-Drill Evaluation

Following each drill, the Project Team will evaluate its effectiveness and:

- Maintain a record of each drill on-site.
- Complete the Emergency Evaluation Checklist (SCEE-BS-HS-LIS-0011 Emergency Response Observers Checklist) for all drills and critical incidents.
- Review and audit the ERMP as necessary.
- Update this Plan and related documents as necessary.
- Communicate any relevant changes to all site personnel through toolbox or pre-start meetings.

Commented [TG6]: added

Any actions raised in the checklist shall be entered into STEMS and closed out in accordance with SCEE-BS-QU-PRO-0007 Non-Conformance (Including Corrective Action) Procedure.

Refer SCEE-BS-QU-PRO-0007 Non-Conformance Procedure

9.3 Emergency Scenarios

An assessment of potential emergency incidents has been conducted and are listed below.

The Identified situations have relevant management information documented in the enclosed Emergency scenario responses which form part of this plan.

Criteria	High Risk Activity/ Other Emergency Focus Area	Emergency Scenario
H1	Working at Heights	Retrieval of a person from EWP
		Rescue of a person from a harness in Suspension

H6	Confined Space	Rescue of a person from a confined Space
H7	Excavation	Structural Collapse/ Trench Collapse
H12	Electrical	Electric shock to a person
		Rescue of a person working near live parts
H14	Tilt Up/Precast Concrete	Structural Collapse
H15	Traffic	Traffic/ Plant Incident.
		Traffic- Serious Injury or Fatality.
		Vehicle carrying dangerous goods incident.
H16	Mobile Plant	Rescue- trapped in vehicle/plant/truck due to plant rollover
		Person struck by plant/ other medical injuries to person
		Plant collision
		Incident due to plant mechanical failure
		Mobile plant fire/explosion
	Health and Wellbeing	Behavioural Incidents
		Aggressive behaviours
		Mental health incident
		Security threats (Threat, terrorism, intruders, bombs, civil unauthorised access)
	Environment & Sustainability	Environmental emergencies
		Fire/Smoke
	Bushfire	Emergency evacuation
		Fire/Smoke
	Other/ General	Injury to person/ medical health emergency
		Emergency evacuation

10 Emergency Evacuation

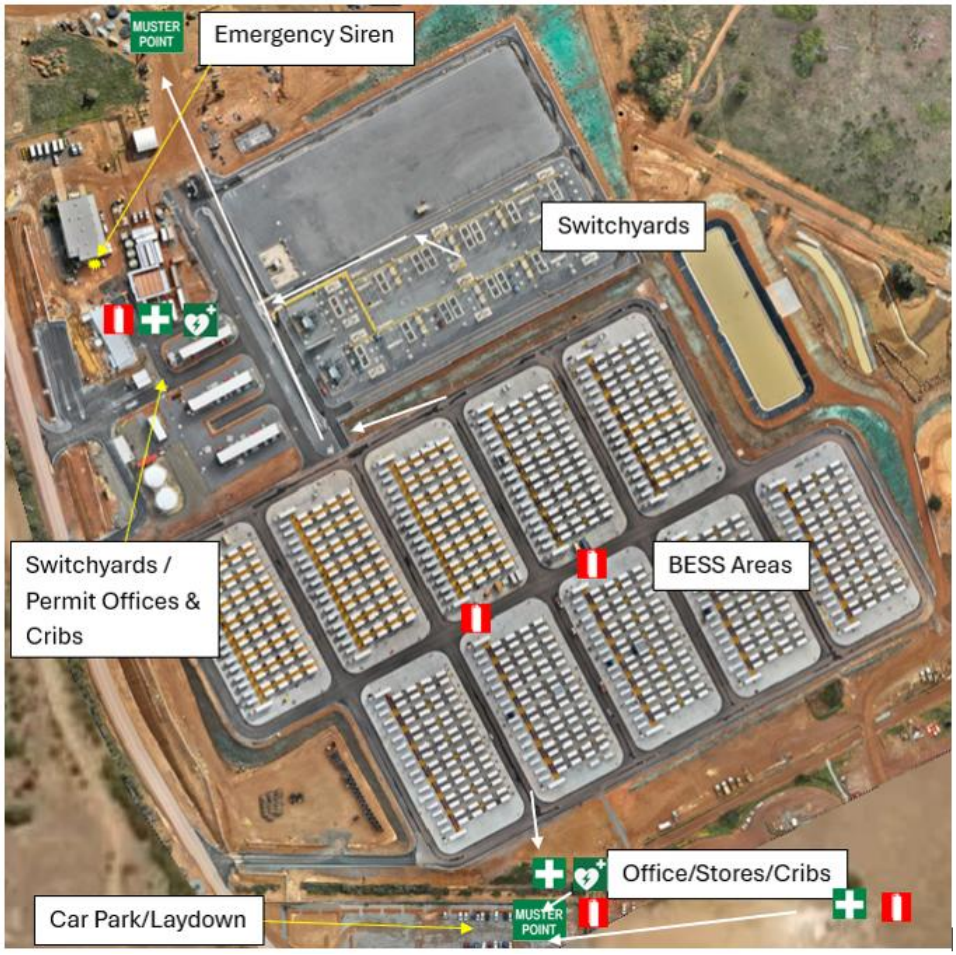
This Plan shall be located, copied, and posted in key areas, including site offices, notice boards, and the first aid room, to ensure all personnel are informed of the Plan and prepared for both real and drill evacuations. This information can be accessed via a QR code displayed in these key locations. All site personnel shall be inducted into the relevant emergency response and evacuation procedures, as outlined in this plan, as part of the site induction process.

10.1 Assembly/ Muster Points

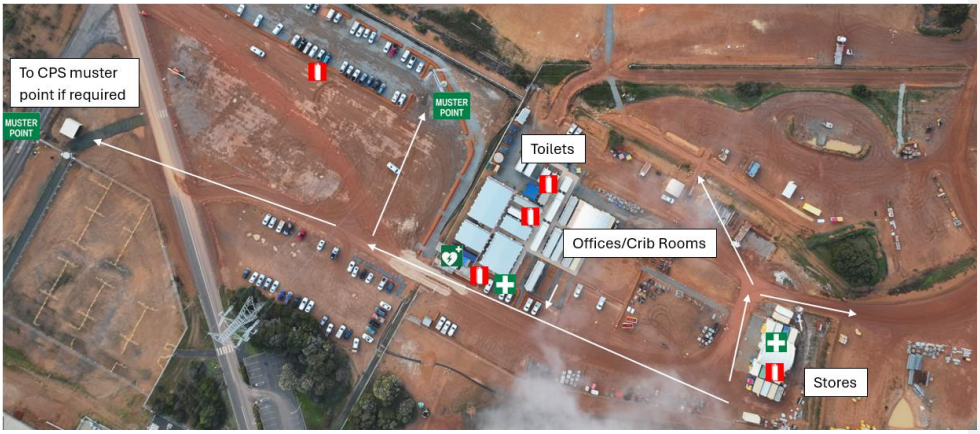
Emergency evacuation assembly/muster points are clearly identified in this section of the Plan. Site personnel must be made aware of their locations through the following measures:

- Signs will be placed at designated muster points.
- Alternate muster points may be identified during an emergency by Chief Warden if the usual muster points are determined unsafe. The change in the muster point shall be conveyed via radio and / or phone.
- Additional muster points across the project area are signposted and communicated during the site awareness session.

10.1.1 Evacuation routes and muster points for the entire CBESS site



10.1.2 Evacuation routes for the Office and Stores areas



10.1.3 Evacuation routes for the Switchyards, Commissioning offices and Batch Plant areas

10.2 Evacuation Procedure

The evacuation procedure shall be communicated through SCEE site inductions and emergency evacuation posters. Lessons learned from drills shall be communicated at site toolbox meetings.

10.3 Emergency Siren

The emergency siren shall be actuated by the switchyard area wardens upon receiving an emergency call from the main office area wardens, or directly if the emergency occurs within the switchyards. The siren activation shall be accompanied by three blasts on air horns and, if necessary, supported by telephone and/or radio communications.

If the siren is actuated directly by the switchyard wardens, they must also notify the main office wardens via telephone or radio to ensure coordinated response.

The siren is located on the southwestern side of the Colltech building/ Synergy Warehouse and is activated via a ground-level switch, as depicted below.

10.4 Evacuation Drills

The aim of any evacuation drill is to train employees through the practical application of emergency procedures and to identify any shortcomings in the ERP. To ensure the process is effectively managed, feedback and recommendations from both the ECO and workers should be encouraged to improve efficiency where appropriate.

An evacuation drill shall be conducted at least once every six months. However, exceptions may be made if an actual evacuation has occurred within the preceding twelve months.

10.5 The Decision to Evacuate

SCEE is committed to the safety and wellbeing of its employees and is committed to its obligations under the WA Work Health and Safety Act/Regulations. To this end management will evacuate areas if at any time it becomes apparent that neglecting to do so could lead to injury, suffering or death of an employee.

In an emergency, each of the following scenarios should be considered:

- No evacuation - if the emergency has been contained or it is a false alarm
- Partial evacuation - if those people with appropriate training are confident of containing the emergency. This would involve clearing all employees/visitors from the immediate vicinity to a safe area. A full evacuation would follow if attempts to contain were unsuccessful. Collie Power Station have offered to assist if an evacuation is required through their premises.
- Complete evacuation - if it is apparent that employees/visitor's safety will be compromised if they do not leave the area

The decision to order a complete evacuation will be made by the Chief Warden or Deputy based on observations and information received. The signal to evacuate will initially be via siren (primary) air horn (backup), alternative arrangements may be implemented and communicated later in the project. Information will be relayed to those in construction areas via use of mobile phones or site radio. Area Wardens will be advised of the decision to evacuate to commence the evacuation of their areas. Person to person communication can still occur through two-way radios and mobile phones or runners.

10.6 Evacuation of Visitors

Visitors will be advised of evacuation procedure details on arrival to the work front depending on scope. In the event of an evacuation, the visitor escort is to escort their visitor(s) to the emergency assembly area as stipulated in Section 6.2 – Primary Roles and Responsibilities.

10.7 Security of Valuable Material during an Emergency

Only where safe to do so, workers are to move any electronic commercially valuable/sensitive material to a safe location.

11 Emergency Aids

11.1 Activation of Emergency Response

Where an emergency event has occurred on site, the involved person (IP) stating the emergency shall remain calm and in a slow, clear voice state "emergency, emergency, emergency" via UHF channel 39 or call the Site Medic on 0480 721 751 and shall:

- State their name.
- State the exact location of the emergency.
- State the nature of the emergency

- State the number of casualties and Injuries (if known)
- State what support equipment may be required.

Any person detecting an emergency shall immediately raise the alarm and will then notify the Site Supervisor/HSE Advisor/Site Manager/ Project Manager.

All personnel not directly involved or responding to the emergency shall:

- Make the job safe.
- Ensure all vehicles and mobile plant are parked in a safe position.
- Maintain radio silence, normal radio traffic shall only resume when the general all clear is given.
- Proceed to the nearest muster point when advised.
- Wait and follow instructions from the Site Supervisor.

As soon as the incident occurs and injuries have been dealt with, personnel shall ensure the area is preserved in a condition that has not been changed. The area in question shall be left alone undisturbed until a formal investigation can be carried out.

11.2 Evacuation Map

Evacuation maps shall be displayed in common areas around site and in all buildings to ensure SCEE employees get maximum access to the information. The map will include: -

- Entrances and exits
- Location of firefighting equipment
- Location of first aid equipment
- Location of the emergency siren
- Emergency assembly areas

All SCEE employees are to familiarise themselves as to the location of exits, fire extinguishers and equipment, first aid kits and muster points. New employees will get exposure to the evacuation map during their induction. Should there be any concerns regarding the accuracy of the evacuation map they should be raised with site management at the earliest opportunity.

11.3 Emergency Contact Numbers

A dedicated emergency UHF radio channel (39) and phone number is established for site and is listed in the appendix. Contact details are also posted on office and crib hut walls, along with a dedicated emergency contact section in the JHA.

12 Emergency Priorities

In the event of an emergency, it is essential that all employees follow the following priority order: -

First Priority: Protection of Life

Ensure that all people who may be in danger are warned and that action is taken to ensure their safety before any steps are taken to prevent the spread of the hazard, to secure assets, or to eliminate the hazard.

Second Priority: Prevent Spread of Hazard

Control the extent of the hazard within the building and minimise its release into the environment.

Third Priority: Save Assets in the Affected Area

Prevent personal and company/project assets from being damaged.

Fourth Priority: Eliminate the Hazard

Eliminate the hazard if deemed safe to do so by those trained.

13 Types of Emergencies

13.1 Working at Heights

Each JHA for works at heights includes a specific ERP which details action to take in the event of a fall resulting in injury or potential suspension trauma, should a harness be part of the work hazard controls. If the scope of work involves non-standard work from height that is not EWP based, a rescue plan will be developed prior to work commencing.

13.2 Motor Vehicle Accident – MVA

MVAs occurring onsite will be managed by SCEE first aiders or medics, as required. If the situation exceeds the scope of their capabilities, external emergency services (000) shall be contacted.

For incidents on external roads outside the facility, the response will be managed by the relevant Local Government or State Emergency Services, including Police, FESA, or the Royal Flying Doctor Service.

Journey Management Plans should be used to maintain accountabilities for all offsite travel.

If a MVA occurs.

- Make the area safe and contact Emergency Services if necessary.
- Ensure you and your passengers can move to a safe area (if not injured)
- Notify Emergency Services if there are any injuries.
- When contacting Emergency Services, state the following:
  - Your name
  - Company name
  - Type of incident

Commented [BS7]: St Johns have an app that first responders can use to contact for an ambulance and it provides St Johns with GPS co-ordinates - something to think about perhaps having your people look into, its free and has a lot of information for injuries etc on hand

Commented [AE8R7]: Interesting, could be something to bring up at a toolbox session

- Address of incident and nearest cross street and suburb
- Types of injuries, Property damage or environmental harm sustained.
- Any other relevant information

- Stay in communication until told otherwise.
- Ensure all vehicles involved in the accident have their ignition switches turned off.
- Extinguish any fires if it is safe to do so.
- First aid treatment to be administered if qualified to do so. Do not move casualties unless necessary.
- Immediately report the incident to your supervisor.
- Where possible, do not leave casualties alone.
- Place warning signs across the road to warn other traffic.
- Await emergency services arrival.

13.3 Fire / Smoke

While strategies can be put in place to minimise the impact of fire, its uncertainty still means that it can occur at any time. As a result, SCEE management will ensure that the correct training, drills and where needed, assistance from emergency services are provided to install confidence in its staff.

The following procedure is to be followed if fire/smoke is identified.

Alert:
Chief Warden will notify emergency services if required and move workers away from the fire.

Evacuate:
Area Wardens are to evacuate staff and visitors in the following order:

- Out of immediate danger (e.g. out of room) – verbal order
- Out of area (e.g. to another building) – verbal order/air horn
- Total evacuation of the area – air horn/siren/radio

Evacuation routes and muster points should be checked for safety prior to evacuation.

Assembly:
On evacuation all personnel should muster at the muster point. Selection of muster point may be wind direction/smoke related.

Movement to Safe Area:
If a fire hazard prevents the safe evacuation of personnel via Boys Home Road, an alternative route is available through the Collie Power Station. This road is suitable for four-wheel drive (4WD) vehicles only during certain times of the year and, if required, evacuation will be conducted using company and private 4WD vehicles. Bus travel is not possible along the power station exit route. Coordination of vehicles and personnel will be managed by the Chief Warden or their delegate.

The most likely scenario that may result in the closure of Boys Home Road is a fire approaching the site from the north or northwest. Fires originating from this direction will be monitored closely. Direction will be taken from the Department of Fire and Emergency Services (DFES) should a fire be near the site.

Once the alarm has been raised, and where personnel are confident in their ability to control the fire, have received the appropriate training, and have access to adequate firefighting resources such as a fire extinguisher, they may attempt to extinguish the fire. However, the primary objective must always be the preservation of life, including the safety of the individual attempting to extinguish the fire. Protection of assets is a secondary consideration; under no circumstances should personnel be placed at risk to fight the fire. If required, the site water truck can be requested via radio to provide additional support.

13.3.1 Battery Fire

A battery fire is extremely difficult to extinguish, as chemical reactions can continue until the total fuel load in the battery is consumed. Prior to BESS commissioning, the ventilation fans within the BESS units are not active, increasing the risk of a build-up of combustible gases within the units. The increased heat from these chemical reactions and combustion further accelerates the fire in a scenario known as thermal runaway. Should smoke or heat be observed originating from a BESS container, that container may be in thermal runaway.

In the event of a fire developing in the battery area, external emergency services (Fire and Rescue/DFES) shall be contacted immediately via 000.

If it is safe to do so and resources are available, site water trucks parked upwind of the affected unit may be used to keep the containers as cool as possible until emergency services arrive. During the stage of the project when water carts are required on site, a minimum of two water carts shall be always maintained on site. Each cart must be equipped with appropriate fittings to connect to FESA appliances, with at least one cart always kept readily available. Once the hydrant system is operational, hydrants may also be used to deliver water as required. Efforts should focus on reducing the spread of the fire by cooling both the burning container and any surrounding containers.

Once the water cart is set up and the container location/number recorded, all personnel are to clear the area and proceed to the nearest muster point. The Chief Fire Warden is to inform DFES of the container in thermal runaway. Under no circumstances are untrained personnel to open the doors of containers in thermal runaway.

Although alarming, the likelihood of a battery fire is extremely low, and it presents a relatively low level of risk compared to other fire types on the project—particularly bushfires.

13.3.2 Evacuation Due to a Battery Fire

A battery fire or battery thermal runaway does not pose a significant risk to personnel. Evacuation in such scenarios shall follow standard site procedures, with control of the situation handed over to the relevant authorities. All personnel must evacuate to the recommended muster points after factors such as wind

direction have been considered. At no time should any personnel place themselves in danger attempting to control a thermal runaway event occurring in a battery module.

13.3.3 Bushfires

The threat of bushfire in the Collie area is present during the summer months. Although the risk of bushfire entering the site boundary itself is relatively low, the surrounding terrain is heavily treed and exit roads pass through these areas. While the main entry to the site via Boys Home Road will serve as the primary exit route, alternative routes will be identified in consultation with Synergy and documented in site materials.

Refer: Appendix C – Bushfire Risk Assessment

Appendix E – Alternative Evacuation Routes

13.3.4 Evacuation Due to a Bushfire Approaching from North / Northwest (Boys Home Road / Collie Hills Village)

The area to the north and northwest of the CBESS project is heavily treed and can potentially support long fire runs in a bushfire situation. Given this, fully developed bushfires are likely to produce elevated radiant heat, smoke, and the potential for direct flame impingement. However, a bushfire of this magnitude would be detected at a considerable distance from the CBESS project, so it would be prudent to initiate evacuation procedures sooner rather than later.

A direct evacuation along Boys Home Road shall be the primary method. Advance knowledge of the bushfire will determine whether evacuation to Collie Hills Village is appropriate—given the camp's location in the heavily treed north/northwest region—or whether evacuation towards Williams or Boddington would be a safer alternative.

If egress via Boys Home Road is not possible, all personnel shall assemble at the gatehouse to Collie Power Station after initial muster and await further instructions, with a view to evacuating via the Collie Power Station alternative route. Direction shall be taken from DFES prior to any evacuation near an active fire, as sheltering in place may be the safest option due to the low level of combustible material on site and in the immediate surrounds.

13.3.5 Evacuation Due to a Bushfire Approaching from Northeast / East / Southeast:

Bushfire impacts from an approaching bushfire from the northeast would be of similar characteristics to impacts from the north/northwest; however, there is greater existing separation from forest vegetation provided by existing grassland to the northeast and east, and existing CPS infrastructure to the southeast.

The potential impact to proposed occupants is that egress from the CBESS site could also be prevented along Boys Home Road, although it is noted that egress would be away from the fire. Notwithstanding, if this risk is not managed appropriately, there may be no safe egress, so a similar evacuation technique to a threat coming from the north/northwest would be the preferred option in this scenario. This will be taken

under direction from DFES. It may also be appropriate to shelter in place until the threat has been managed.

13.3.6 Evacuation Due to a Bushfire Approaching from South / Southwest:

While fire runs are likely to be shorter than scenarios originating from the north/northwest due to the nearby CPS site and other cleared land in these directions, they are still sufficient to support fully developed bushfires that would produce elevated radiant heat and the potential for direct flame impingement. Therefore, a similar evacuation technique to that used for a threat coming from the north/northwest would be the preferred option in this scenario.

13.3.7 Evacuation Due to a Bushfire Approaching from West:

While there is potential for long fire runs which are sufficient to support fully developed bushfires, the agricultural land to the west would only have a narrow timeframe to support grassfires, so the chance of such fires is limited and an early warning of such fires occurring could be expected allowing a timely evacuation along Boys Home Road if deemed necessary.

Decision on if/when to evacuate, the route of evacuation, and post evacuation processes rests with the Chief Warden, who will take advice from DFES, other local authorities, and other project personnel as appropriate.

13.4 Bomb Threat

Recognised as an unlikely threat, should this issue arise, the problem can be minimised by proper planning, co-ordination by emergency services, assistance by the Chief Warden, and regular drills to install confidence in SCEE employees. Bomb or substance threats are often the result of individuals/groups seeking to inflict alarm and confusion on an organisation usually in the form of a communication, either written or verbal.

13.4.1 Written Threat

Any letter received containing a bomb threat shall be placed with its envelope in a plastic folder, plastic bag or a large envelope and given to the police.

13.4.2 Telephone Threat

This type of call would usually be received by the site administration but may be received by anyone. The person receiving the call should keep the caller on the line for as long as possible and remain calm. Try to get as much information as possible regarding the caller and the threat. Use another phone to dial 000 and report the bomb threat and to advise the Police the information gathered on the call.

Refer: Appendix A – AFP Phone Bomb Threat Checklist

13.4.3 Suspected Bombs

A suspicious item may come in the post or be found on the premises and felt to be, by virtue of its appearance, location and circumstances, a possible threat. In such cases:

- Report the item to a Warden or the Chief Warden - give the location and description of the item
- Clear people from the immediate area
- Do not handle the item
- Do not try to open, squeeze, and prod it
- Do not immerse it in water or sand or put it in a metal container
- Do not smoke or use a radio transmitter near the item - both could set off a bomb
- If possible open windows and doors near the suspicious item
- Lights should be left on, and plant and machinery shut down where practicable

13.4.4 Evaluation of Threat

The Chief Warden on collation of all data appertaining to bomb threat will determine the degree of threat, this falls into two separate categories:

13.4.5 Notification

On receipt of a bomb threat or discovery of a suspect object/device the police need to be notified immediately. The Police may conduct a bomb search, or they may elect to wait for specialist bomb squad officers from either the Police or Defence forces.

13.4.6 Evacuation Due to a Bomb Threat

Due to the Uncertainty associated with Bomb Threats such as type, location and potential trigger, bomb threats need careful evaluation, as such the Chief Warden may decide one of the following based on knowledge received or under guidance from Emergency/ Military Services:

a. Partial Evacuation
b. Search without evacuation
c. Evacuate and search
d. Evacuate without search

Should evacuation occur under no circumstances is the area or building to be re-entered until all clear is given by the Chief Warden or emergency service personnel.

13.5 Medical Emergency

A medical emergency should not be confused with a first aid incident. A medical emergency is an injury or illness, which the SCEE First Aid Officers may not be able to stabilise immediately and requires urgent medical assistance - usually emergency services. If a medical emergency arises:

- Notify emergency services – Utilise site emergency contact numbers and send another employee to find a First Aid Officer
- First aid officers in conjunction with the area supervisor will.
    - Clear the immediate area
    - Apply first aid as appropriate and qualified
    - Assist emergency services officers if required
- It may be the case that a medical emergency arises as a side effect of another emergency, e.g. an explosion causes injuries and the need to evacuate. In these cases, efforts should be directed at isolating the cause of the emergency, preventing further casualties through evacuation and attending to those who have already been injured. Note: moving or evacuating casualties should be a last resort but may be necessary
- Should a medical emergency develop within an area of restricted access, such as in a pit, RMU, trench, or similar area, the medic shall attend and stabilise the patient until emergency services arrive, who will then coordinate patient movement. Badly injured persons shall not be moved unless it is being done to remove them from a dangerous area, in which case they shall be moved the minimum distance possible. The site is close to, and accessible to, emergency services, and these personnel are best placed to decide upon, and carry out, appropriate rescue from these areas when they arrive on the scene.
- There are two defibrillators on the CBESS site, located at:
    - The site medic's office in the main office compound
    - The Ice Room in the switchyard/commissioning office area

These locations are shown in the images below and are also indicated on the evacuation route diagrams outlined in Sections 10.1.2 and 10.1.3, which will be posted in all site buildings.

Switchyards Ice Room

Site Medic

The medical emergency process will be followed for emergencies relating to mobile plant and pedestrian interaction.

13.6 Health and Wellbeing Emergency

In the event of a worker experiencing a health and wellbeing emergency—this may include behavioural incidents, aggressive behaviour, or a mental health episode—and acting in a way that is not acceptable on site, efforts should be made to de-escalate the situation calmly and respectfully, without placing any person, including the affected individual, at risk of harm. No one shall engage in any action that could increase the danger or provoke further escalation.

If there is an immediate risk to the safety of the individual or others, Emergency Services (000) shall be contacted immediately. The area should be cleared of bystanders if safe to do so, and a designated team member should remain nearby to provide information to emergency responders when they arrive.

13.7 Electrical Emergency

Commented [TG9]: Added section

Commented [TG10R9]: Not a sparkie so please amend as needed

All workers shall immediately report any electrical emergency to site management as soon as they become aware of it. Electrical based emergencies include the following:

- Electric shock to a person
- Rescue of a person working near live parts
- Electrical fires
- Equipment faults; or
- Any other electrical hazards causing or having the potential to cause injury or damage

In the event of an electrical emergency, the work area shall first be assessed to ensure it is safe before any attempt is made to enter the area. All non-essential personnel shall be removed from the emergency area, and an exclusion zone shall be established to keep others away. No person or equipment involved in is to be touched if there is any possibility it remains electrically live.

To ensure the equipment is not live, the power source shall be isolated from all sources of supply, but only if it is safe to do so. Once power is confirmed to be isolated, the area should be secured to prevent access or accidental re-energisation. The affected equipment shall not be re-energised until it has been inspected and declared safe by a qualified electrician or specialist.

If a person is in contact with a live electrical source, under no circumstances should a rescue attempt be made unless the power has been confirmed as isolated. Only electricians trained in Low Voltage Rescue (LVR), and only if it is safe to do so, may use a non-conductive object or LV Rescue Kit located on site to separate the person from the source if they are still in contact with it. The injured person should not be moved unless there is an immediate threat to life, such as fire or explosion.

Emergency Services (000) shall be contacted immediately in the event of a serious injury, fire, or major electrical hazard. To assist emergency services upon arrival, ensure access routes are clear and designate someone to guide them to the scene promptly.

In the event of an electrical fire, personnel shall evacuate the area immediately and under no circumstances attempt to extinguish it, instead wait for emergency services to attend. The Site Medic shall

be contacted immediately in the event of any electric shock or other injuries. If required, first aid should only be administered by trained personnel, and only if it is safe to do so.

Refer: SCEE-BS-HS-PRO-0020 Safe Electrical Work Procedure

13.8 Mobile Plant Based Emergency

Commented [TG11]: Added section

All workers shall immediately report any mobile plant-related emergency to site management as soon as they become aware of it. Mobile plant based emergencies include the following:

- Collisions
- Rollovers
- Mechanical failure
- Near misses; or
- Any other events involving mobile plant causing injury or damage

In the event of a mobile plant emergency, before others attempt to approach the plant, the area must be assessed to ensure it is safe. All non-essential personnel shall be removed from the emergency area, and an exclusion zone shall be established to keep others away. Neither the plant nor any injured person should be moved unless there is an immediate danger, such as fire or risk of further harm.

The involved operator/operators shall immediately stop the plant—provided it is safe to do so—by isolating the ignition and activating any emergency stop controls, if the plant is equipped with them. If the operator can safely exit the plant, they shall do so after ensuring the plant is fully stopped.

If the operator is unable to exit the plant due to a rollover or other circumstances, verbal or radio communication shall be used to establish contact. If the operator is responsive and has not sustained any injuries, appropriate measures may be taken to assist their safe removal from the plant.

If the operator is responsive but injured, the site medic shall be called to assess their condition, and the operator must not be moved until cleared by the medic. If the medic determines that the worker has potentially sustained a serious injury, the operator shall not be removed from the plant, and Emergency Services (000) shall be contacted immediately. If the operator is unresponsive, both Emergency Services and the site medic shall be called immediately. To assist emergency services upon arrival, ensure access routes are clear and designate someone to guide them to the scene promptly.

First aid shall only be administered by trained personnel and only when it is safe to do so. Injured persons shall not be left unattended unless it is necessary to seek urgent help.

The plant involved in mobile plant based emergencies shall not be restarted or operated until it has been inspected and deemed safe by a competent person, such as a qualified mechanic.

13.8.1 Hitting Underground Services

In the event of a mobile plant striking underground services, all personnel shall stop work immediately and move away from the area. Immediate action shall be taken to ensure safety and prevent further harm, including the following:

- Disconnecting the power supply or any other energy sources
- Stabilising the mobile plant or any affected structures
- Removing any nearby hazards that could escalate the incident

Injured persons should only be moved if it is safe to do so. If there is any uncertainty or potential risk, Emergency Services (000) shall be contacted immediately.

13.8.2 Contact with Overhead Powerlines

If contact is made with overhead powerlines, all personnel shall stop work immediately and move away from the area and evacuate to a minimum distance of six (6) metres. Bystanders shall also be kept at a safe distance of at least six metres. Under no circumstances should anyone put themselves at risk to make the area safe.

If you are inside the plant and witness the event, remain in the plant, turn it off to cut the fuel supply, and call Emergency Services (000) or Western Power (13 13 51). Wait for emergency responders to arrive, and do not exit the plant until the power has been isolated and earthed.

In the case of fire requiring evacuation, the worker should jump clear of the plant with their feet together and shuffle at least six metres away without touching the plant and ground at the same time.

No one shall return to the area or attempt to move the plant until authorities confirm it is safe to do so.

13.9 Emergency Recovery - Incapacitated worker from pit

Commented [TG12]: Added section please review

All workers shall immediately report any event involving an incapacitated worker in a pit, confined, or restricted space to site management as soon as they become aware of it. Emergency recovery situations include:

- A worker unresponsive or incapacitated
- Medical events or injuries; or
- Unsafe conditions requiring immediate extraction

In the event of an emergency recovery of an incapacitated worker, the situation shall first be assessed and work area confirmed safe for access before any rescue attempt begins. All non-essential personnel shall be removed from the emergency area, and an exclusion zone shall be established to keep others away.

Verbal or radio communication shall be used to assess the worker's condition and determine if they are unresponsive or unable to remove themselves from the work area, in which case emergency recovery shall be required.

If the worker is injured or unresponsive, the Site Medic shall be contacted immediately. Emergency Services (000) shall also be called in the event of serious injury. First aid should only be administered by trained personnel and only if it is safe to do so. Injured persons shall not be left unattended unless it is necessary to seek urgent help. To assist emergency services upon arrival, ensure access routes are clear and designate someone to guide them to the scene promptly.

If emergency rescue is required, the emergency recovery crane team shall be notified immediately, via the designated site radio channel. These teams shall be on-site and on standby during any pit-related site works, and the crane team shall be prepared to assist if mechanical lifting is required for emergency recovery.

Only certified recovery equipment—such as harnesses, tripods, winches, cranes, or fixed anchors—shall be used for emergency recovery. All workers entering pits deemed restricted or confined spaces shall wear appropriate PPE, including a certified harness, and entry must not occur without appropriate authorisation and safety controls in place.

In the event of an emergency recovery, a mechanical lift shall be conducted using the designated crane or tripod system. The injured or incapacitated worker shall be secured in a certified harness connected to a winch or lifting device and attached to a recovery line. Trained personnel shall operate the crane or tripod to safely raise the worker in a controlled manner, with spotters and ground crew assisting to guide the lift.

Manual lifting shall not occur unless adequate fall protection and rescue systems are in place. Only trained and authorised personnel are permitted to perform the recovery.

Following the incident, the area must be secured and must not be re-entered until assessed and declared safe by a competent person.

13.10 Emergency Recovery – Evacuation Collapse

Commented [TG13]: Added section please review

In the event of an excavation/ trench collapse or similar emergency, all workers shall immediately stop work and report to site management as soon as they become aware of it. Emergency recovery situations include:

- A worker trapped, unresponsive, or incapacitated due to trench collapse
- Medical events or injuries resulting from the collapse
- Unsafe conditions requiring immediate extraction of personnel

The situation shall first be assessed and work area confirmed safe for access before any rescue attempt begins. All non-essential personnel shall be removed from the emergency area, and an exclusion zone shall be established to keep others away. No personnel are to enter an unprotected trench or excavation, and all entries must only occur when the trench is made safe using approved protective systems.

Verbal or radio communication shall be used to assess the trapped worker's condition. If the worker is responsive and able to self-rescue, and only if it is safe to do so, assistance may be provided to remove the individual from further harm. First aid shall only be administered by trained personnel and only if it is safe

to proceed. Manual lifting shall not occur unless appropriate fall protection and rescue systems are in place.

Only trained and authorised personnel are permitted to perform the recovery. If first aid is required, consent must be obtained from the injured person where possible. In the event of a serious injury or a trapped worker, Emergency Services (000) shall be contacted immediately. The Site Medic shall also be notified without delay.

To assist emergency services upon arrival, ensure access routes are clear and designate a responsible person to guide them promptly to the scene. While emergency services are on the way, personnel should gather information to support the rescue effort. This includes:

- A general description of the incident
- A roll call to account for all site personnel
- The last known location of any missing workers
- The configuration of the trench or excavation (e.g., straight, L-shaped, or intersecting)
- Dimensions of the trench (width, length, and depth)
- Identification of any scene hazards, such as damaged utilities, flowing water, mechanical equipment, or hazardous substances

Support shall be provided to emergency services and the rescue team as required. This may include access, rescue equipment, or other logistical assistance, in accordance with instructions from emergency personnel.

Following the incident, the area must be secured and shall not be re-entered until assessed and declared safe by a competent person.

13.11 Emergency Recovery – Structural Collapse

Commented [TG14]: Added section please review

In the event of a structural collapse or similar emergency, all workers shall immediately stop work and report to site management as soon as they become aware of it. Emergency situations include:

- A worker trapped, unresponsive, or incapacitated due to collapse
- Structural failure resulting in serious injury or entrapment
- Unsafe conditions requiring evacuation or immediate emergency response

The situation shall first be assessed from a safe distance. No personnel are to approach or enter the collapsed area while any part of the collapsed structure remains standing with potential to collapse further. All non-essential personnel shall be removed from the emergency area, and an exclusion zone shall be established to prevent further risk.

Verbal or radio communication shall be used to assess the condition of any potentially trapped or injured workers. No rescue attempts shall be made unless the area is confirmed safe to access. First aid shall only be administered by trained personnel and only if it is safe to do so.

Only trained and authorised personnel are permitted to support the recovery effort. If first aid is required, consent must be obtained from the injured person where possible. In the event of a serious injury, entrapment, or structural instability, Emergency Services (000) shall be contacted immediately. The Site Medic shall also be notified without delay.

To assist emergency services upon arrival, ensure access routes are kept clear and designate a responsible person to guide responders to the scene. While emergency services are on the way, information should be gathered to support the rescue effort, including:

- A general description of the incident
- A roll call to account for all site personnel
- The last known location of any missing workers
- The type and layout of the structure or affected area
- Any known hazards (e.g., gas lines, electrical hazards, unstable debris, or hazardous materials)

Support shall be provided to emergency services and the rescue team as required. This may include providing access, rescue equipment, or other logistical assistance in accordance with instructions from emergency personnel.

Following the incident, the area must be secured and shall not be re-entered until it has been assessed and declared safe by a competent structural engineer or relevant authority.

14 Post Evacuation

As part of planning and executing evacuation from site, a muster of site personnel shall occur at a safe external location. This is especially important where evacuation has been undertaken by light vehicle, and coordination of evacuated persons is required to maintain their safety. Moving to camp may not be possible depending on the threat, and a safe local area may be identified where site personnel are to muster following an evacuation. The location of the area shall be decided on and communicated by the Chief Warden, prior to evacuation.

15 Other Emergencies

15.1 Emergencies at Villages

Emergencies at villages will be managed according to village procedures. These are posted in rooms and in common areas in the village. Emergencies related to SCEE personnel health or medical issues will be managed by SCEE site supervision and SCEE Corporate.

15.2 Emergencies at Port

Emergencies at the port of Bunbury shall be managed according to the separate Emergency Management Plan developed specifically for the Bunbury Port.

15.3 Emergencies at Collie Power Station

Emergencies at Collie Power Station (CPS) shall be managed according to Worley Power Services Collie Power Station Emergency Response Plan.

15.4 Natural Disasters

Winds, storms, flood, earthquake are natural disasters and have the potential to cause death, injury and significant damage. SCEE has the procedures of the Emergency Response Management Plan and the services of the SES and emergency services available. The ECO will take control and determine action's that may be necessary depending on the nature of the emergency. Fire equipment must be kept ready to be used during these incidents.

16 Critical Incidents

Any situation faced by an individual that causes him or her to experience unusually strong emotional and/or physical reactions that can interfere with their ability to productively carry on with their everyday lives and which has a detrimental impact on the efficient productive operations of the Project, is termed a Critical Incident. Also considered to be any situation that could adversely affect SCEE or the Client, such as public perception and/or outrage.

If SCEE personnel are involved in a Critical Incident, Project Management shall refer to the Critical Incident Management process. SCEE personnel shall be provided the following in the event of a critical incident:

- Appropriate counselling services for as long as required
- Access to the Worker assistance program
- Notification or contact with their family or next of kin
- Direct access to communications such as phone lines

17 Employee Assistance Program

SCEE Electrical provide access to an Employee Assistance Program, which is accessible using the numbers provided on office and crib hut walls, or from the site supervisor. The EAP may assist personnel who are affected by a site emergency or critical incident.

18 Information for Emergency Services

Emergency services will require information such as the location and quantity of hazardous chemicals stored on site. A copy of the Hazardous Materials Register and Site Map and any other information Emergency Services may need will form the SCEE Emergency Manifest and will be stored in the medic

office. The manifest will also include any relevant emergency shutdown procedures and a diagram showing the location of gas and electricity mains. It is the responsibility of the ECO to ensure a copy of this document is available when the emergency service arrives.

19 Media Contact

An emergency event can be a high-profile event, which attracts media attention. The nature of the emergency may result in negative publicity for Synergy and SCEE. For this reason, only the MD/CEO or an authorised delegate shall speak to the media during or following an emergency event. No project related communication with the media shall occur without first consulting with the Synergy Project Manager

During a prolonged emergency, the MD/CEO or the most senior person on site shall be responsible for communicating any necessary details of the emergency to the public. The most effective way to do this may be to use the media.

20 Emergency Shut Down Procedures - Plant and Equipment

20.1 Key equipment

The Chief Warden shall comply with any requests by any Emergency Service to shut down key equipment such as electricity supply at the mains, or isolation of batteries. The chief warden will have knowledge of this to advise the DFES emergency services coordinator. Consultation with emergency procedures provided by battery suppliers and design shut down procedures is required once the plant is energised, as isolation of some equipment can result in increased hazards such as accumulation of explosive fumes due to venting fan shut down.

Chief Warden and Site Manager must instruct DFES and/or other fire responders not to de-energise auxiliary power supply to BESS in case of thermal runaway or if any other fire risk is present in the BESS area.

20.2 Other Plant and Equipment

Anyone who is operating machinery when the order to evacuate is given should follow the shutdown procedures they would normally use at the end of their shift; however, employees should evacuate immediately if following normal shut down procedures would place them at risk. Equipment being used in the workshop should be made safe prior to evacuation. Employees who are cutting or welding should take precautions to ensure that any hot items or equipment will not be the source of a secondary fire.

20.3 Utilities

Any Emergency Service present has the authority to isolate utilities at any time after they arrive on site. Until they arrive, it may be necessary to isolate the electricity supply.

The electricity supply can be isolated at the main distribution board near the temporary offices, or via isolation points in the switch room when the plant is energised. It may be possible to isolate specific circuits without stopping the mains supply.

20.4 Preservation of the Scene

In any emergency where there is the possibility of a subsequent statutory investigation or coronial inquiry, the Chief Warden must ensure that all evidence relating to the event including documents, computers, personnel and materials is preserved.

The Chief Warden must ensure that there is no interference with evidence and that any cleaning up, movement of bodies, repairs and so on, apart from that necessary to bring the emergency under control, does not occur without approval of investigating officers.

21 De-Brief

The ECO will conduct a review of the events and processes affecting the emergency to ensure that the emergency response procedures and organisational preparedness remain relevant and effective. This debrief will include all members of the ECO. Where deficiencies or improvements are identified, a strategy will be developed to implement any identified changes. Findings from the debrief will be presented to the work crew at the earliest possible time.

22 Distribution List

The Chief Warden and Deputy Chief Warden shall hold a complete copy of the Emergency Response Management Plans. All other emergency personnel will receive an amended version of the plan describing their duties. All new employees will receive an outline informing them of emergency procedures and employee responsibilities as part of their induction.

23 Emergency Contact Numbers

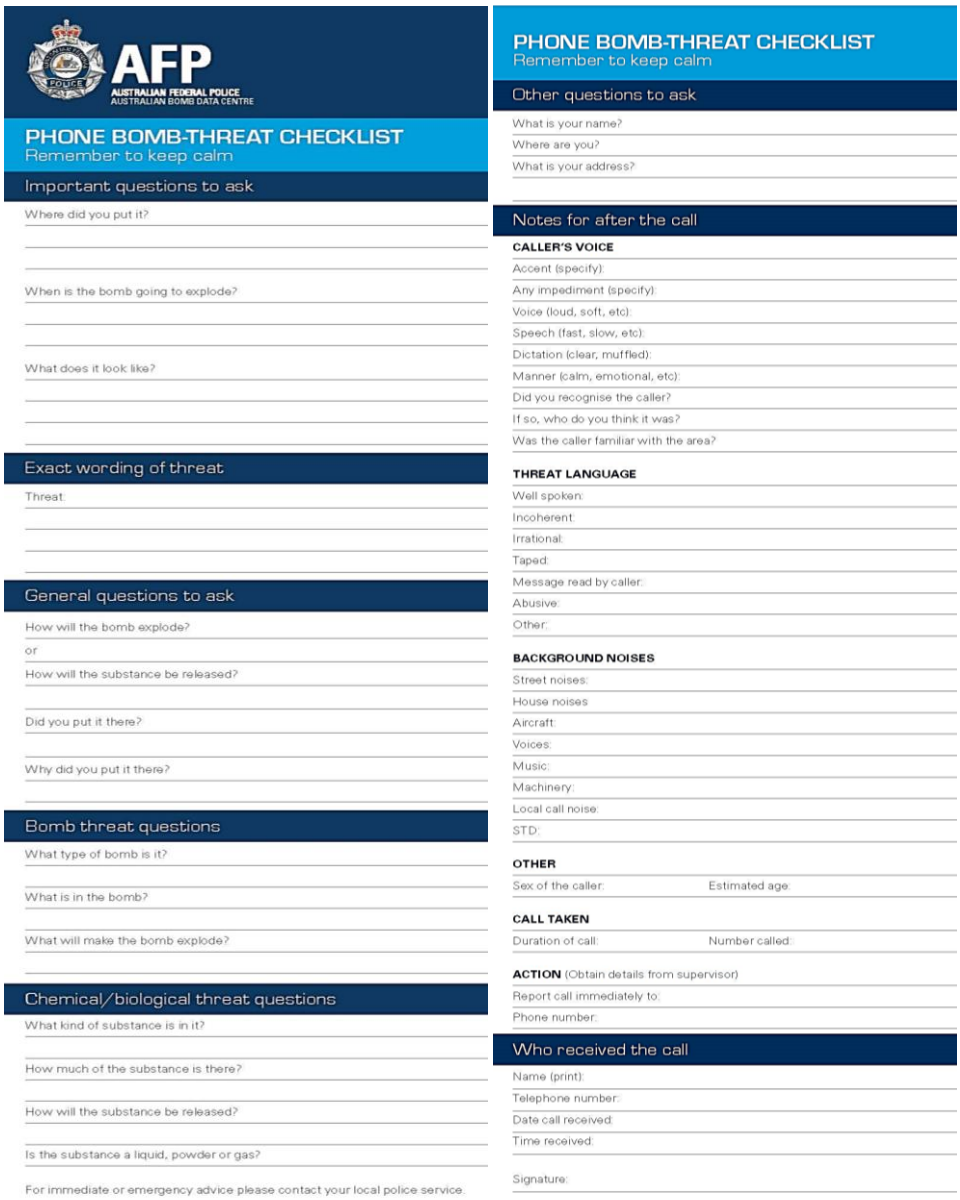
David Gray: **Project Manager**	0407 019 660
Emergency Services: **Fire – Police – Ambulance**	000

24 Appendix A – Emergency Services

Outside normal working hours, employees shall contact one of the following staff members to inform them of the emergency.

Local Police Station	9734 6333
Nearest Hospital: **Collie – Deacon Street**	9735 1333 (Admin) **9735 1433 - EMERGENCY**
Royal Flying Doctor Service	1800 625 800
RediMed	1300 881 301
Poisons Information Centre	13 11 26
State Emergency Service (SES)	132 500

25 Appendix B – Bomb Checklist



AFP
AUSTRALIAN FEDERAL POLICE
AUSTRALIAN BOMB DATA CENTRE

PHONE BOMB-THREAT CHECKLIST
Remember to keep calm

Important questions to ask

Where did you put it?

When is the bomb going to explode?

What does it look like?

Exact wording of threat

Threat:

General questions to ask

How will the bomb explode?

or

How will the substance be released?

Did you put it there?

Why did you put it there?

Bomb threat questions

What type of bomb is it?

What is in the bomb?

What will make the bomb explode?

Chemical/biological threat questions

What kind of substance is in it?

How much of the substance is there?

How will the substance be released?

Is the substance a liquid, powder or gas?

For immediate or emergency advice please contact your local police service.

PHONE BOMB-THREAT CHECKLIST
Remember to keep calm

Other questions to ask

What is your name?
Where are you?
What is your address?

Notes for after the call

CALLER'S VOICE
Accent (specify):
Any impediment (specify):
Voice (loud, soft, etc):
Speech (fast, slow, etc):
Dictation (clear, muffled):
Manner (calm, emotional, etc):
Did you recognise the caller?
If so, who do you think it was?
Was the caller familiar with the area?

THREAT LANGUAGE
Well spoken:
Incoherent:
Irrational:
Taped:
Message read by caller:
Abusive:
Other:

BACKGROUND NOISES
Street noises:
House noises
Aircraft:
Voices:
Music:
Machinery:
Local call noise:
STD:

OTHER
Sex of the caller: Estimated age:

CALL TAKEN
Duration of call: Number called:

ACTION (Obtain details from supervisor)
Report call immediately to:
Phone number:

Who received the call

Name (print):
Telephone number:
Date call received:
Time received:

Signature:

26 Appendix C – First Aid and Emergency Risk Assessment

The size and location of the workplace

Nearest hospital	Collie Hospital approx. 15 min
Nearest medical or occupational health service	Collie Hospital approx. 15 min
Maximum time to medical service	15 minutes

The number and composition of the workers and other people at the workplace

Number of workers	Approximately 300 per shift at peak
Number of other people	Approximately 2 to 10 visitors per day at a maximum
Shifts	Three Crews: 10 days on, 4 days off 5 days on, 2 days off 14 days on, 7 days off
Overtime worked	Yes— Regularly
Remote or isolated workers	Yes

Injuries, illnesses and incidents

Last 12 months injury types (all SCEE)	Abrasions, laceration, crush, cardiopulmonary
Other	Potential for electric shock, fall from heights, heat illness, crush, vehicle incident, Pedestrian/mobile plant interaction

Required first aid

Number of first aiders needed	Minimum 1 per 20 personnel, minimum of 1 per shift required
Training and competencies for first aiders	HLTAID003 Provide First Aid
Number and location of kits	• Work fronts • Vehicles • Medical Office
Contents of first aid kits and modules	Standard Workshop Kit, Standard Car Kit. Add burn dressing to Standard Workshop Kit if not included, add Snakebite kit.
Kit maintenance	HSE Advisor/site supervisor
Additional equipment	**Defibrillator:** • Medic Office • Switchyard / Commissioning Offices Ice Room **Fire extinguishers:** • Stores Area • Office / Cribrooms • Vehicles • Work front as applicable.

27 Appendix D – Bushfire Risk Assessment

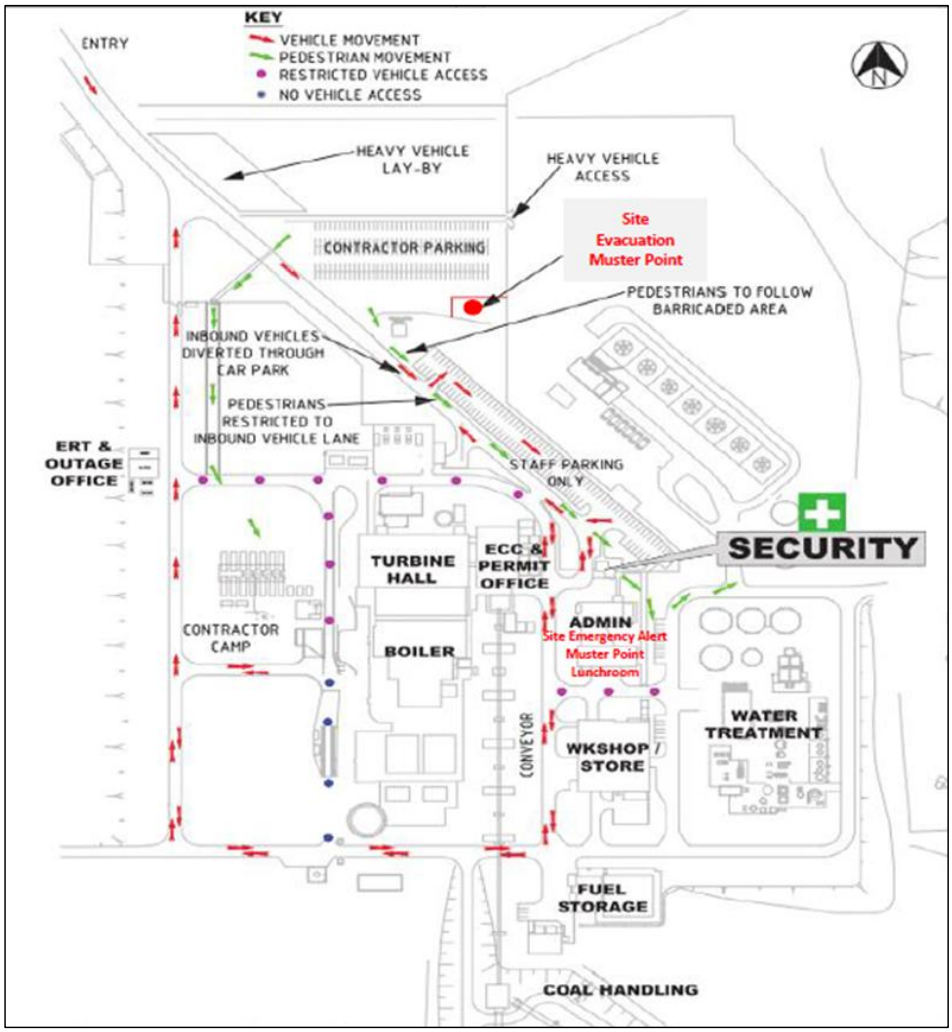
Bushfire scenario	Risk to People or Infrastructure/Property	Inherent Risk			Mitigation/management	Residual Risk		
		Likelihood	*Consequence*	*Risk*		*Likelihood*	*Consequence*	*Risk*
Scenario 1 ***Bushfires approaching the CBESS site from the north-west or north***	People*	Likely	Catastrophic	Extreme (2)	Implementation of management measures identified Section 6 of the BMP	Likely	Insignificant	Medium (6)
	Infrastructure/Property*	Likely	Catastrophic	Extreme (2)		Likely	Minor	Medium (5)
Scenario 2 ***Bushfires approaching the CBESS site from the north-east, east or south-east***	People*	Likely	Catastrophic	Extreme (2)	Implementation of management measures identified Section 6 of the BMP	Likely	Insignificant	Medium (6)
	Infrastructure/Property*	Likely	Catastrophic	Extreme (2)		Likely	Minor	Medium (5)
Scenario 3 ***Bushfires approaching the CBESS site from the south or south-west***	People*	Possible	Major	High (4)	Implementation of management measures identified Section 6 of the BMP	Possible	Insignificant	Low (7)
	Infrastructure/Property*	Possible	Catastrophic	High (3)		Possible	Minor	Medium (6)
Scenario 4 ***Bushfires approaching the CBESS site from the west***	People*	Possible	Major	High (4)	Implementation of management measures identified Section 6 of the BMP	Possible	Insignificant	Low (7)
	Infrastructure/Property*	Possible	Catastrophic	High (3)		Possible	Minor	Medium (6)
Scenario 5 ***Fire originating within the development (CBESS site)***	People*	Likely	Moderate	High (4)	Implementation of management measures identified Section 6 of the BMP	Unlikely	Insignificant	Very Low (7)
	Infrastructure/Property*	Likely	Moderate	High (4)		Unlikely	Insignificant	Very Low (7)
	People**	Likely	Catastrophic	Extreme (2)		Unlikely	Insignificant	Very Low (7)
	Infrastructure/Property**	Likely	Catastrophic	Extreme (2)		Unlikely	Minor	Low (7)

* People and infrastructure within the CBESS site only

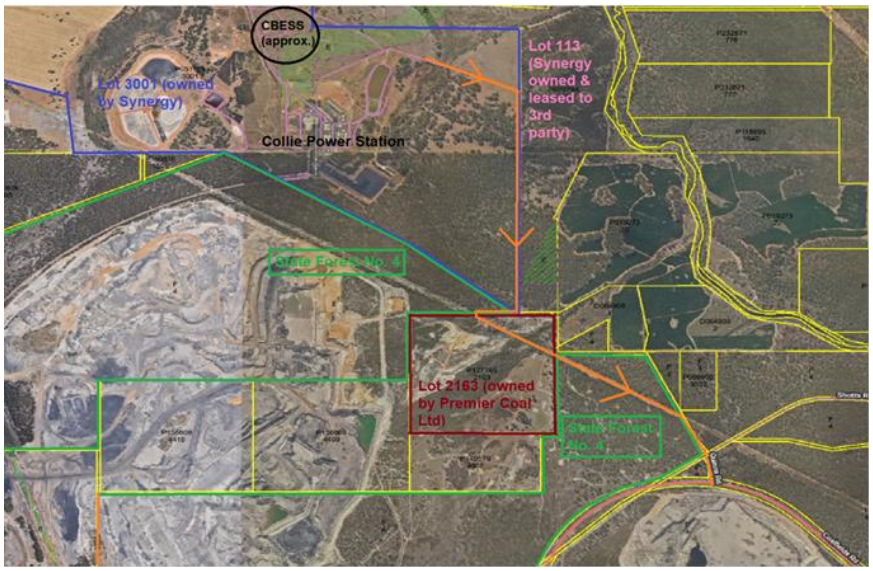
** People and infrastructure outside the CBESS site

28 Appendix E – Alternative Evacuation Plans

Collie Power Station Emergency Muster and First Aid Locations:



Route from CBESS to Coalfields Road:



29 Appendix F – Emergency Drill Schedule

The emergency scenarios with the potential to occur during the project are identified in the table below. For each emergency focus area, at least one representative drill scenario should be conducted within the project timeframe.

Emergency Focus Area	Representative Drill Scenarios
Working at Heights	Retrieval of a person from EWP
	Rescue of a person suspended in a harness
Confined Space	Rescue of a person from a confined Space
Excavation	Response to trench or structural collapse
Electrical	Electric shock response
	Rescue of a person working near live parts
	Response to electrical fault or explosion
Tilt Up/Precast Concrete	Structural collapse response
Traffic	Plant or vehicle collision
	Serious injury or fatality involving traffic
	Response to incident involving a vehicle carrying dangerous goods
	Vehicle breakdown or minor traffic incident
Mobile Plant	Rescue of a person trapped due to vehicle/plant rollover
	Incident involving person struck by plant
	Incident due to plant mechanical failure
	Mobile plant fire or explosion
Environment & Sustainability	Response to environmental emergencies (e.g. spills)
	Fire/smoke response
Bushfire	Site-wide emergency evacuation
	Fire/smoke response
Other/ General	Medical emergency response
	Full site emergency evacuation drill